

**Ina Levine Jewish Community Campus
Request for Proposal (“RFP”)
Café, Snack Shack and Catering**

The Ina Levine Jewish Community Campus (ILJCC) is requesting proposals to operate the main Café, Aquatics Club Snack Shack and catering at the Ina Levine Campus. The provider would become the preferred caterer for all JCC, Federation and ILJCC tenant events. There will also be opportunities to explore lunch programs for the JCC camps and the Early Childhood Center as well as all programs in the new aquatics center. **All meals will be Kosher. If you currently are an approved Kosher caterer or are willing to become approved and interested, please respond to the RFP.**

Please review the specification for the proposal below:

Catering

- Serve as preferred caterer for all events held on the ILJCC.
- Ability to provide a wide variety of catering options from casual to formal
- Provide sample menu's and pricing

Main Café

- Operate the JCC Café during the following minimum hours
 - o Monday through Thursday 7:00 am – 7:00pm
 - o Friday 7:00 am – 3:00 pm
 - o Sunday 10am – 5:00 pm
- Food at Cafe will be of Café/Grill variety, have kid friendly and healthy options befitting of a health and fitness facility.
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Aquatics Club Snack Shack

- o September - October
 - Saturday 10:00 am – 4:00 pm (if possible w/Vaad)
 - Sunday 10:00 am – 5:00 pm
 - For swim meets & other events
- o November – March – TBD
- o April – May
 - Saturday 10:00 am – 4:00 pm (if possible w/Vaad)
 - Sunday 10:00 am – 4:00 pm
 - For swim meets & other events
- o June – August
 - Monday – Thursday 11am – 7:00 pm

- Friday 11am – 3:00 pm
- Saturday 11am – 7:00 pm (if possible with/Vaad)
- Sunday 11am – 7:00 pm

- Food at Cafe will be of Café/Grill variety, have kid friendly and healthy options befitting of a health and fitness facility.

Rent

- Rent will include Utilities
- Please provide proposed rent with a minimum proposal of \$2,000 per month plus a percentage of gross catering revenue for September - May and a minimum proposed rent of \$3,000 plus a percentage of gross catering for June - August
- You may include a rent escalator for years 2 and beyond in your proposal
- Proposal should be a minimum of a three-year term

Facility

- Provider will have exclusive use of the main Café and aquatics Snack Shack
- Provider will be deemed the preferred caterer for all events on the ILJCC
- Provider shall propose arrangement for equipment maintenance and repairs

Recap

In addition to the terms referenced above, please provide a proposal that includes:

- Sample Catering menu with pricing
- References
- Are you currently approved Kosher? If so, under who's supervision?

If you have questions about the RFP please contact Stuart Wachs at 480-634-4900 or by email at swachs@jewishphoenix.org.

RFP is due to Stuart Wachs on or before April 4, 2016.

Please email or mail Proposal's to Joan Hosey, Stuart's Assistant:

jhosey@jewishphoenix.org

Jewish Community Association of Greater Phoenix
 Attn: Joan Hosey
 12701 N. Scottsdale Rd.
 Scottsdale, AZ 85254